

City of Brunswick 2021 Year in Review

General Highlights

- City continued to navigate the challenges caused by the COVID-19 pandemic – partnered with Frederick County Health Department to offer testing clinics, vaccine clinics, and drive-through at-home test kit and mask distributions
- City receiving over \$6 million in CARES ACT/ARPA funding – currently vetting list of projects to include:
 - Stormwater/sewer lateral repairs
 - Water line replacements
 - Employee vaccine incentives
 - Parks/recreation
 - Master Plan consulting
 - Sidewalks
 - Paving
 - Downtown revitalization
- Staffing Re-Organization – Organizational Chart was amended to create unity in management titles and roles, and to remove the need for the Mayor and Council to appoint certain management positions. The following titles/staff members were affected:
 - Assistant City Administrator of Public Facilities (new position) – Jeremy Mose
 - Director of Administration (previously City Clerk) – Carrie Myers
 - Director of Planning (previously Planning and Zoning Administrator) – Bruce Dell
 - Director of Utilities (new position combining water and waste water) – Matt Campbell
 - Deputy Director of Utilities (new position combining water and waste water) – Mark Myers
 - Deputy Director of Public Works (previously Assistant Superintendent of Public Works) – Charles Crummitt
- Additional Staffing Changes – position created for Economic Development & Grants Coordinator and Public Works Field Supervisor
- City currently has 61 staff members
- Events Held – Independence Day Festival/Fireworks Display, Railroad Days, Downtown Halloween Party, Veterans Day Parade, Holiday Parade
- Worked with consulting firm to update the City's National Register Re-Survey
- Held ongoing discussions with CSX, MTA, State and Federal officials to alleviate continually-blocked train tracks at C&O Canal Towpath/CSX lot
- Mourned the passing of Chief of Police Milt Frech, Previous Mayor and Council Member Tom Smith, and previous Council Member Debbie Greenfield
- Grants – obtained various grants for the following:
 - Police/Public Works Building – awarded approximately \$1.5 million thus far from Governor's CIP budget
 - Yourtee Springs improvements – awarded \$100,000 from Governor's CIP budget
 - Reservoir site improvements – awarded \$500,000 from Governor's CIP budget

- Various playground upgrades – awarded over \$600,000 from Program Open Space
- Kaplon Building purchase – awarded \$500,000 from Department of Housing and Community Development
- Purchased Newberry Building and Kaplon Building – grants received from Department of Housing and Community Development paid for the purchase of both buildings – Newberry Building sale is pending to a current downtown business owner for building renovation and multiple commercial/retail spaces – City will retain ownership of Kaplon Building for now until appropriate re-use plans are vetted through public meetings

Planning & Zoning Highlights

- 467 Zoning Certificates - 166 Single Family Dwelling units
- Brunswick Crossing - Section 3 approved for construction
- Brunswick Elementary School - Approved new site and improvement plan
- Brunswick Sports Complex - Mass grading completed for fields, parking, and 13th Avenue loop road, fields seeded and stabilized
- Conservation District Ordinance - Began application of Design Guidelines
- City Trails - Assisted trail manager with the planning, inspection, and opening of new City Park Trails, provided support on River's Edge Trails for trail extension planning
- WB Tower - Foundation is complete and ready for move
- Vacant Properties Ordinance (with Preservation and Revitalization Committee working group) - Draft submitted to City attorney for review

Police Highlights

- Captain Bryan Brown retired
- Chief Kevin Grunwell and Captain Matt Lynch hired
- Officer Juday graduated from the Police Academy
- Supported City and community events throughout the year
- 7,605 Calls for Service
- Worked with Frederick County to draft legislation for the state-mandated County Police Accountability Board

Public Works Highlights

- Public Works/Police Building at 811 West Potomac Street broke ground – completion planned for late 2022
- West B Street water main replacement – 2,210' of water main, 32 new service lines replaced
- Florida Avenue and North Virginia Avenue water main replacement - 827' of water main, 18 new service lines replaced
- West B Street Improvements - replaced around 4,400' of curb & gutter and replaced 3,825' of sidewalk
- I&I Sewer Project - 42,000' of sewer main relined, spot repaired, or grouted. Installed and repaired over 100 sewer clean-outs in laterals

- 13th Avenue pole building completed for Public Works storage needs
- Street paving – various portions of 2nd Avenue, portions of C Street, portions of West B Street, Campbell Alley, Coal Burner Alley, Eel Town Alley, South Virginia parking lot

Utility (WTP & WWTP) Highlights

- Long-term WTP Operator retired after 18 years of service
- Staff Development – multiple operators passed various certification exams and cross-trained at both departments
- Yourtee Springs Upgrade – broke ground – completion planned for spring of 2022
- Updated chemical feeders installed at WTP to create a safer environment
- WTP chemical vendor change to lower chemical costs and provide a better product - significant decrease in discolored water complaints since making the switch
- WWTP Safety and Security - Installed new LED lights, replaced old entrance gates with new sliding gates, updated chemical safety and warning signage
- WWTP Chemical Studies and Savings - Pilot studies for reduced usage of Caustic Soda and DelPac 2000 resulted in a large monetary savings in chemical expenses, chemical tanker truck traffic drastically reduced on the tow path